

# Community Engagement Task Force Meeting

**Thursday, February 23, 2017  
2pm-4:30pm**

*Task Force Members:* Brad Johnson, Damon Circosta, George Chapman, Carole Meyre, Valerie Jordan, Tom Oxholm, Amy Fulk, Courtney Crowder, Joyce Fitzpatrick

*Guests:* 8

*City Staff:* 7

- I. **Introduction-** Damon Circosta, Task Force Chair, opened the meeting and went over meeting objectives.
- II. **CACs & Rezoning Cases Presentation-**
  - a. Bob Geary, Hillsborough CAC Chair, spoke about a blended plan for rezoning cases which would keep CACs in the rezoning process. He spoke about the benefits of having applicants come before the CACs. This process allows for mutual trust, citizen education and the perception of CACs will change. He shared possible long-term outcomes.
  - b. Connie Crumpler, Southwest CAC Co-Chair, shared how their CAC worked successfully with a rezoning applicant.

Damon reviewed the revised document of the community engagement process for rezoning cases.

- The revised document included a two meeting structure with an initial neighborhood meeting followed by a larger community meeting.
  - Planning staff will facilitate the neighborhood meeting.
  - The neighborhood meeting radius will increase to include property owners within 500 feet.
  - HOA's, CAC leadership, neighborhood associations and other interested parties will be notified of the larger community meeting. Meeting attendees contact information will be collected and rezoning case updates will be sent to them.
  - Possibly change the Planning Commission meeting times, comment periods and codify the process.

The floor was opened for discussion.

## *Questions/ Comments:*

1. Discussion regarding community engagement after the initial neighborhood meeting.
  - a. What happens after the initial neighborhood meeting? What is the timeframe?
  - b. Need to capture information from people who attend the meeting and comment.
  - c. A vote from the CAC would follow the neighborhood meeting and occur before the Planning Commission meeting.
  - d. Make sure enough time is given between the neighborhood meeting, the community meeting and the planning commission meeting.
    - i. Will the staff report be completed by the larger community meeting?
  - e. Will the dialogue between the applicant and the community be lost?
    - i. There is no set forum to have dialogue/ negotiations with applicants.
    - ii. What is the timeline for the public comment period?

*\*Damon, Amy, Carole and Brad will work with staff to revise the rezoning community engagement document.*

**III. Blue Sky Ideas-** The Task Force shared & discussed Blue Sky ideas that aligned with their purpose and values. Discussion and ideas are listed below.

a. Communication Process

- i. Where are the gaps in the flow of information from and to the City?
  1. Most meetings require residents to attend in person. Need to be more active in getting information out to citizens. How do residents prefer to receive information? What are other means?
  2. Possibly have CACs manage their own listserv and distribute pertinent information.

b. Communication Ideas

- i. More interactive social media, live stream meetings, robust digital/ communication plan, easily accessible meeting material/information, very focused targeted communication.

c. Community Engagement Structure

- i. Larger District Model:
  1. Use the City Council district boundaries as a way to disseminate information to residents. The Council Member would select a community point person who works with staff to engage residents (two-way communication).
  2. Create a district council/group that meets monthly and is open to the public. The district council/group would host quarterly district meetings with updates.
  3. This will allow for more information sharing. These councils/groups should not be political.
- ii. Neighborhood Based Model:
  1. Foster more neighborhood level groups/areas and cluster into larger groups. Encourage stronger neighborhoods associations and groups.
    - a. Neighborhood issues may be lost when clustered into a larger group.
- iii. Advisory Board/ Commission:
  1. Create an Advisory Board to set guidelines/ standards and provide overall guidance of the community engagement structure.

*\*Joyce, Valerie, Courtney and George will draft a citizen engagement digital proposal to be presented at the next meeting.*

**IV. Next Meeting-** The task force meeting scheduled for Tuesday, February 28 was cancelled. Instead, task force subcommittees will schedule meetings in place of the full task force meeting.

**V. Adjourn-** Meeting was adjourned.